

Book Donations

The school library welcomes book donations. Upon receipt, all items become the property of the library. The library staff reserves the right to determine its retention, cataloging treatment, and location.

Materials not selected for the collection may be donated to other organizations, discarded, recycled, sold, or otherwise disposed. Proceeds from the sale of unwanted material are used to benefit the library.

Donation items chosen for the collection must meet the selection guidelines set forth by the librarian.

Criteria for Evaluating Books

Book donations will be evaluated by the same criteria used for purchased materials. Specific considerations may include some or all of the following:

- Book is of a topic which falls within the scope of the collection
- Book is in good or excellent condition
- Book is timely and not out-of-date
- The library does not already own duplicate material